



PTAX-762 Application for Model Home Assessment

Who should complete this form?

You should complete this form to request an alternative assessment if your property is used for model home purposes. The property must be a single-family residence, town home, or condominium, used solely as a model home for prospective buyers, and not occupied as a dwelling. The model home may contain home furnishings, appliances, offices and office equipment for further sales activities. No more than three model homes can be located at the same time within a three mile radius; the center of each radius is the model home that has been used for the longest period of time. No model

home can be used for model home purposes longer than ten years.

When and where must I file?

You must annually file this form with the Chief County Assessment Officer (CCAO), at the address shown below, on or before December 31. Failure to file in a timely manner will result in waiver of the model home assessment for that year. NOTE: When any portion of this property no longer qualifies as a model home, you must notify the CCAO within 60 days.

Step 1: Complete the following information

1. _____
Property Owner's Name

Street Address

City State Zip

Daytime Phone

2. Send Notice to: (if different than above)

Name

Mailing Address

City State Zip

Daytime Phone

3. Assessment year for which you are requesting the model home assessment _____

4. Date property began use as a model home _____

5. Model Home is a: ☐ Single-family residence
☐ Town home ☐ Condominium

6. Have you applied for other model home assessments in McLean County? ☐ Yes ☐ No

7. Write the parcel number of the property for which you are requesting this model home assessment. The parcel number is listed on the property tax bill, or you may obtain it from the CCAO.

____ - ____ - ____ - ____

8. Write the legal description of the property for which you are requesting this model home assessment.

Step 2: Sign below

Under penalties of perjury, I state that, to the best Of my knowledge, the information on this form is True, correct, and complete.

Property owner or authorized representative Date

Subscribed and sworn to me this _____ day of

_____, _____

Notary Public

Notary Stamp:

Mail the completed PTAX-762 to:

McLean County Supervisor of Assessments
PO Box 2400
115 E. Washington St. RM 101
Bloomington, IL 61702-2400

If you have any questions, please call:
(309) 888-5130

